

Training Needs Analysis

Training Course Details

About This Course

This course covers vital theory and practical techniques for all aspects of assessing and managing training needs.

Who Should Attend?

Managers and Human Resources specialists who want to develop a systematic approach to training.

Course Objectives

To provide students with an understanding of the requirement for a training / learning needs analysis and to be able to confidently use the tools available. The course will also ensure that students are able to undertake an analysis of training requirements.

Course Overview

Welcome and introduction, followed by:

- Why undertake an analysis
- Analysing results
- Developing an action plan
- Strategies for troubleshooting
- Methods and tools to use
- Strategies for learning
- Monitoring and evaluation

Practical scenarios to recap key points
Assessment – written and practical

Course Details

Duration **1 day**
Certificate **Certificate of completion provided**

Course Title **Training Needs Analysis**
Course Ref **HR008TNA**

Additional Information

We also offer a Training Needs Analysis service for organisations.